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## USE OF CONSTRUCTION DOCUMENTS PREPARED BY OTHER PROFESSIONALS

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# IR A-18

References: Title 24, Part 1, Section 4-316, 4-317

Issued 02-01-08

Title 16, Division 5, Section 415

Business and Professions Code, Sections 5536.1, 6735

Discipline: All

This Interpretation of Regulations (IR) is intended for use by the Division of the State Architect (DSA) staff, and as a resource for design professionals, to promote more uniform statewide criteria for plan review and construction inspection of projects within the jurisdiction of DSA, which include State of California public elementary and secondary schools (grades K-12), community colleges, and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is reviewed on a regular basis and is subject to revision at any time. Please check the DSA web site for currently effective IR's. Only IR's listed in the document at <http://www.dsa.dgs.ca.gov/Pubs/default.htm> (click on "DSA Interpretation of Regulations Manual") at the time of plan submittal to DSA are considered applicable.

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**Purpose:** This Interpretation of Regulations (IR) clarifies situations where the use of a statement of general conformance is acceptable in lieu of over-stamping on projects under the jurisdiction of the Division of the State Architect (DSA).

**Background:** Business and Professions Code Sections 5536.1 and 6735 and Title 24, Part 1, Section 4-317(h), requires signature and seal (or stamp) of the architect or engineer in general responsible charge to be shown on the basic construction documents that include plans, specifications, calculations, reports, etc.

In certain situations, such as listed in Section 1.2 below, when the architect or engineer in general responsible charge utilizes construction documents prepared, signed, and stamped by other professionals, DSA would accept the Statement of General Conformance, shown in Appendix A, in lieu of the signature and seal (or stamp) from the architect or engineer in general responsible charge (Title 24, Part 1, Section 4-317(g)).

**Policy:** When the following requirements are met, DSA will accept a Statement of General Conformance (Appendix A) from the architect or engineer in general responsible charge when he or she utilizes construction documents prepared, signed, and stamped by other professionals, in lieu of his or her own signature and stamp on those construction documents.

**1. Statement of General Conformance:** The use of the Statement of General Conformance is subject to the limitations and conditions set forth in Sections 1.1 and 1.2 below:

**1.1 Limitations and Conditions:**

**1.1.1** DSA will have the final determination if the Statement of General Conformance is applicable or not.

**1.1.2** The architect or engineer in general responsible charge and the architect or engineer who has been delegated responsibility for a portion of a project shall prepare a Statement of General Conformance and a signature block, and provide his/her signature. The Statement shall indicate that he/she personally reviewed and coordinated the document(s) prepared by others and found it to be in general conformance. Languages such as "... reviewed by X/Y/Z Company, and found to be..." will not be acceptable. Acceptable examples of the Statement of General Conformance and signature block are shown in Appendix A and B respectively.

- 1.1.3** The Statement of General Conformance “shall not be construed as relieving the architect or the structural engineer in general responsible charge of his or her rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code and Sections 4-336, 4-341 and 4-344” of Title 24, Part 1. *(Quoted from Title 24, Part 1, Section 4-316 (b))*
- 1.1.4** California registered professional engineers or licensed specialists who perform the engineering designs and prepare the construction documents, which are considered to be in general conformance by the architect or engineer in general responsible charge, must be competent in the subject area in accordance with Title 16, Division 5, Section 415.
- 1.2 Applicability:** The Statement of General Conformance may be used for the following:
- 1.2.1** Deferred approval,
- 1.2.2** When previously approved pre-Check (PC) documents are utilized as part of a project and there are no changes from the DSA approved PC documents,
- 1.2.3** The Statement of General Conformance may be used for the basic construction documents in lieu of stamps and signatures required per Title 24, Part 1, Section 4-317(h).
- 2. Changes to Documents Prepared by Other Professionals:** This section also applies to DSA approved PC documents. If the architect or engineer in general responsible charge makes any change to the construction documents prepared by other professionals, DSA would accept the changes under either of the following conditions:
- The signature and stamp of the original professional appears on the change and the architect or engineer in general responsible charge provides a Statement of General Conformance, or
  - The architect or engineer in general responsible charge assumes responsibility for the changed portion in accordance with Title 24, Part 1, Section 4-316(c) and subject to the approval of DSA. If the changes significantly affect the safety of the entire structure, the architect or engineer in general responsible changes shall assume responsibility for the entire design.
- 3. Documents Signed and Stamped by Out-of-State Professionals:** Only documents signed and stamped by California licensed design professionals are acceptable to DSA.
- 4. Use of the Statement of General Conformance:** The Statement and the signature block shall be prepared and signed per Section 1.1.2 above, and shown on the documents prepared by others and/or the project construction documents as follow:
- 4.1 Statement of General Conformance** shall be shown on the cover sheet, the index sheet, or as directed by the plan reviewer.
- 4.2 Signature Block** shall be shown together with the Statement of General Conformance and as directed by the plan reviewer.

## **APPENDICES:**

**Appendix A** – Sample Statement of General Conformance

**Appendix B** – Sample Stamp

# APPENDIX A:

## Example of Statement of General Conformance

### Statement of General Conformance

**FOR ARCHITECTS/ENGINEERS WHO UTILIZE PLANS,  
INCLUDING BUT NOT LIMITED TO SHOP DRAWINGS, PREPARED BY OTHER  
LICENSED DESIGN PROFESSIONALS AND/OR CONSULTANTS**

(Application No. \_\_\_\_\_ File No. \_\_\_\_\_)

This drawing, page of specifications/calculations, or the attached list of items has been prepared by other design professionals or consultants who are licensed and/or authorized to prepare such drawings in this state. It has been examined by me for:

- 1) design intent and appears to meet the appropriate requirements of Title 24, California Code of Regulations and the project specifications prepared by me, and
- 2) coordination with my plans and specifications and is acceptable for incorporation into the construction of this project.

The Statement of General Conformance "shall not be construed as relieving me of my rights, duties, and responsibilities under Sections 17302 and 81138 of the Education Code and Sections 4-336, 4-341 and 4-344" of Title 24, Part 1. (*Title 24, Part 1, Section 4-317 (b)*)

## APPENDIX B:

### Sample Signature Block

I certify that this drawing or page (check both boxes):

☐ is in general conformance and  
☐ has been coordinated

☐ is in general conformance and  
☐ has been coordinated

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Architect or Engineer designated to be in  
general responsible charge

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**License Number**

\_\_\_\_\_  
**Expiration Date**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Architect or Engineer delegated responsibility  
for this portion of the work.

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**License Number**

\_\_\_\_\_  
**Expiration Date**